



UNITED STATES MARINE CORPS
MARINE CORPS RECRUITING COMMAND
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IN REPLY REFER TO:
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G-1
25 Sep 01

COMMANDING GENERAL'S POLICY LETTER 1-02

From: Commanding General, Marine Corps Recruiting Command
To: Distribution List

Subj: INTRA-DISTRICT PERMANENT CHANGE OF STATION (PCS) AND
PERMANENT CHANGE OF ASSIGNMENT (PCA) POLICY

Ref: (a) MCO 7130.1J
(b) CG, MCRC Policy Letter 2-95
(c) Joint Federal Travel Regulations
(d) MCO P4650.37C, MCTIM

1. Situation. Reference (a) provides administrative authority for Commanding Officers (COs) of Marine Corps Districts to issue PCS orders for the intra-district movement of enlisted recruiting personnel upon approval by the appropriate approving authority. The Marine Corps Recruiting Command (MCRC) is authorized a finite number of funded PCS transfers each year by the Commandant of the Marine Corps (M&RA) to effect the movement of enlisted recruiting personnel.

2. Mission. The Commanding General, Marine Corps Recruit Depot/Western Recruiting Region, and the Commanding General, Marine Corps Recruit Depot/Eastern Recruiting Region, are delegated the authority to approve funded PCS transfers of recruiting personnel. The number of authorized funded PCS transfers will be published by this headquarters separately for each fiscal year and will be based on overall mission share by region. Region commanders will be the approval authority for funded PCS transfers among their districts.

3. Execution

a. Commander's Intent. My intent is to provide the resources and decision authority to the Commanding Generals of the Regions. I want the Region CGs to have oversight of the process to ensure effectiveness and efficiency in the execution of moves and the relocation of Marines and families. End state: Commanders will ensure that funded PCS moves are authorized only where the expenditure of funds is required to ensure mission accomplishment.

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b. Concept of Operations/Guidance

(1) Recruiters will not routinely be transferred during a normal three-year tour. However, waivers of this policy may be requested if the following criteria are met.

(a) They have served a minimum of one year time on station (TOS) at the present duty station.

(b) They will be able to serve a minimum of one year TOS at the new duty station before completing their recruiting tour.

(2) The following additional guidance regarding PCS moves applies.

(a) Recruiters will not be transferred while in a limited duty status.

(b) Requests for extension on recruiting duty in conjunction with a PCS move may be submitted concurrently. However, the extension request must be approved by the Commandant of the Marine Corps (CMC) (MMEA) before the Marine is authorized to move. Forward requests to extend on recruiting duty to the CMC (MMEA) via this headquarters.

(c) Upon approval by the respective region commander, District COs are authorized to prepare PCS orders for intra-district transfer. District and Recruiting Station commanders may not transfer recruiters before the move has been authorized by the Region commander.

(d) Orders for transfer between districts, from districts to regions, or to Recruiters School must be issued by the CMC (MMEA).

(e) This policy applies to both 8411s and 8412s.

c. Tasks

(1) RS COs will initiate requests for the intra-district transfer of recruiting personnel.

(2) District commanders may approve all requests for PCA, and recommend approval or disapproval of requests for funded PCS.

(3) Region commanders may approve or disapprove requests for PCS.

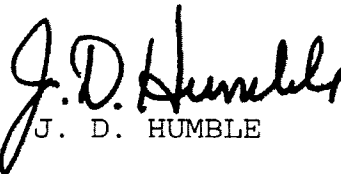
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4. Administration and Logistics

- a. Reference (b) is cancelled.
- b. Commanders must ensure that recruiter transfers meet the requirements of references (c) and (d).
- c. District commanders will ensure copies of all PCS orders issued under this policy are provided to the respective Region commander and to this headquarters (G-1).
- d. Region commanders will report to this headquarters (G-1), by the fifth working day of each month, the numbers of PCS transfers that have been approved and executed.

5. Command and Signal

- a. Command Relationships. Command relationships remain the same.
- b. Signal. Close and continuous coordination of this policy is required to ensure MCRC is accurately accounting for PCS funds.


J. D. HUMBLE

Distribution: A/D